

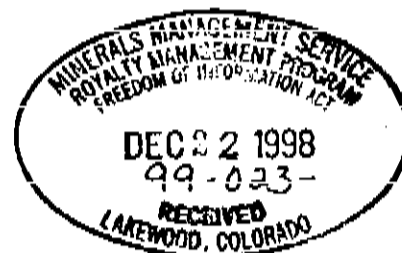
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Hugh V. Schaefer ATTORNEY AND COUNSELOR AT LAW

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Telephone: (303) 308-1455 e-mail: hughlaw@msn.com Fax: (303) 308-1441

December 17, 1998



Certified Mail # Z580 943 482
Return Receipt Requested

Mr. Greg Kann
United States Department of the Interior
Minerals Management Service
Royalty Management Program
P.O. Box 25165, MS 3062
Denver, CO 80225-0165

RE: AD/PSO/ISO 8-118-0
Mail Stop 3062

Dear Mr. Kann:

I have your letter of December 2, 1998 responding to my original Freedom of Information Act Request dated April 30, 1998 which has been supplemented on September 15, and November 18, 1998.

Your letter of November 2, 1998 provided me with a list of the Crude Oil Premium Training Classes which were held during 1997. Previously, I received what was represented as the information that was distributed at the Salt Lake City meeting but I have not received any of the documents that were distributed at the other locations. I assume that the other locations used the same documents regarding affiliate sales which were presented at the Salt Lake City meeting. I am writing to request that I be furnished with any documents that were used at the non-Salt Lake City locations which were not used in Salt Lake City.

Also, I was furnished by your letter of December 2, 1998 with a document entitled: "Crude Oil Exchange Agreements, May 10, 1996, Briefing Paper for STRAC". If any presentations or documents relating to valuation of affiliate sales were given to STRAC, please provide me with access to them.

In addition, I am requesting access to all documents establishing Department of the Interior guidelines which are followed when the Department issues policy/guidance papers. Specifically, I am requesting access to such procedures and guidelines which were in effect at the

Mr. Greg Kann
AD/PSO/TSO 8-118-0
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time the 1997 training sessions referred to above were held. Your prompt attention to this request will be appreciated.

Sincerely,

A handwritten signature in cursive script, appearing to read "Hugh V. Schaefer", with a long horizontal flourish extending to the right.

Hugh V. Schaefer

HVS:ljr